

Attendees - voting members

Kecia Hickman	President
Susan Rensink	Vice President
Mark Brown	Board Member
Randy Merley	Board Member

I. CALL TO ORDER - ROLL CALL

At 6:00 PM, Board President Kecia Hickman called the meeting to order. The following board members were present: Susan Rensink, Mark Brown, Randy Merley, Kecia Hickman. Glen Goedken was absent.

Superintendent Robin Spears and Board Secretary LaDonn Hartzell were present.

Administrators present: Cindy Barwick, MS Principal; Jason Groendyke, Elementary Principal; Justin Albers, Activities Director.

Members of the media present: Tom Lawrence

Visitors: Sherrie Zeutenhorst, Tyler Lloyd, Kay Youngs, Mary Seehusen, Bryant Dykstra, Donna Dykstra, Mikayla Simonsen, Don Van Oort, Rick Hannam.

II. APPROVAL OF AGENDA

Board President, Kecia Hickman called for a motion to approve the agenda.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

III. COMMUNICATIONS

A. Citizens, Organization(s) in Attendance

1. Public Comment

None.

2. Recognition

a. Student

Board members received lists of student recognition from high school and middle school. There were no additional items of recognition.

b. Student Presentation - Middle School

Tyler Lloyd, Middle School history teacher and students, Bryant Dykstra and Mikayla Simonsen were present to share their projects which qualified them for participation in State History Day, held in Des Moines in May.

c. Retiring Staff

Superintendent Spears recognized Kay Youngs for her 18 years of service as a district teacher, and Mary Seehusen who has served 21 years as the school district nurse.

B. Correspondence

1. "The Board" Publication

a. The Board "What It Takes to Be Seen as a Leader," Vol. 39, No. 3

b. The Board "Four Types of Homework for Every Board Member," Vol. 39, No. 4

2. NWAEA Board Meeting Minutes - May Board Meeting

3. Receipt of "Thank You" Cards

The board received a "thank you" card from the Hickman Family. Board President called for a motion to accept all correspondence.

Motion made by: Randy Merley

Motion seconded by: Mark Brown

C. Board Member Reports

None.

IV. APPROVAL OF:

A. Minutes of Past Meeting(s)

Board members reviewed minutes from regular 05.11.15 meeting and special meeting held 05.29.15.

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

B. Financial Reports

Board President called for a motion to approve Financial Reports.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

C. Approve Bills

Mark Brown reviewed the bills and recommended the board approve all bills for payment.

Motion made by: Mark Brown

Motion seconded by: Randy Merley

Voting

Unanimously Approved

V. PUBLIC HEARING(S)

None.

VI. REPORTS

A. Committee

None.

B. Special

None.

C. Administration

1. Elementary School Principal

Jason Groendyke, Elementary Principal, provided a written report for the meeting. He was present to review his report, assessment data, and answer questions.

2. Middle School Principal

Cindy Barwick, Middle School Principal, provided a written report for the meeting. She was present to review her report and answer questions.

3. High School Principal

Matt Meendering, High School Principal, was not present, since he was accompanying the Spanish Club students on their trip to Guatemala.

4. Activities Director

Justin Albers, Activities Director, provided a written report for the meeting. He was present to review the report and answer questions.

5. Superintendent

a. Department of Education Site Visit Report

Superintendent Spears shared copies of the Department of Education Site Visit Report and the DE Equity Report. Mr. Spears reviewed the Site Visit non-compliance issues and noted all items have been addressed. The district BLT and DLT will review the reports for other possible areas in need of improvement.

b. Nurse's Report

The May Nurse's Report was received for information.

c. Transportation Report

The May Transportation Report was received for information.

VII. OLD BUSINESS

A. Board Policy Review (2nd Reading)

Board members considered second reading of board policies 302.1, 303.2, 406.5, 412.3, 501.16 and 601.1.

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

VIII. NEW BUSINESS

A. Open Enrollment Application(s)

Superintendent Spears recommended the Board approve an Open Enrollment Application from (S.D.) a 9th grade student whose family recently moved into the MOC-FV Community School District, but wishes to continue his education in the Sheldon CSD for 2015-16.

Motion made by: Randy Merley

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

B. Resignation(s)

None.

C. Approve Negotiated Contract Between Sheldon CSD and the Sheldon Education Association

Superintendent Spears recommended the Board adopt the Master Contract for the 2015-16 school year as presented.

The 2015-16 contract will include: 1) a \$500 increase in the base salary from \$38,950 to \$39,450; 2) a \$35 increase in the increment from \$1,050 to \$1,085; 3) a \$73 increase in the co-curricular calculator from \$3,427 to \$3,500; 4) a \$1,631.84 decrease in the district contribution towards health insurance so that changes the annual rate from \$7,876.88 to \$6,245.04; and 5) and some minor contract language changes as indicated on the first page of the TA Document.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

D. Contracts

Superintendent Spears recommended the Board approve the following 2015-16 contracts:

<u>NAME</u>	<u>POSITION</u>	<u>LANE/STEP</u>	<u>SALARY</u>
Kim Rice	Elementary Special Education	BA/1	\$39,450

Samantha Fox	Elementary Special Education	BA/2	\$40,535
Heather Keizer	Middle School Lang. Arts	BA+30/9	\$48,130
Heather Keizer	Assistant HS Volleyball		\$3,500
Shelby McGraw	High School Guidance Counselor	MA/1	\$42,705
Shelby McGraw	30-day Extended Contract		\$3,450
Jason Groendyke	¾ Assistant Football Coach		\$1,700
Justin Albers	¾ Assistant Football Coach		\$1,700

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

E. Approve Volunteer Coach(es)

Superintendent Spears recommended the Board approve the following volunteer coach:

- Wally Wolthuizen - High School Softball

Motion made by: Randy Merley

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

F. Set Summer Driver Education Teacher Compensation

Superintendent recommended the Board approve an increase of \$4.00 per student from \$201 to \$205 for the Summer 2015 Drivers' Education program.

Motion made by: Susan Rensink

Motion seconded by: Randy Merley

Voting

Unanimously Approved

G. Approve 2015-16 Classified Salary Adjustments

Glen Goedken, Kecia Hickman, and Superintendent Spears met recently to discuss 2015-16 salary adjustments for classified staff. It is the recommendation of the Superintendent that the Board approve the following salary adjustments for the 2015-16 school year:

Superintendent's Secretary	\$0.60/Hour Increase
Building Principal's Secretaries	\$0.50/Hour Increase
Central Office Clerical & other Clerical	\$0.50/Hour Increase
Instructional/Media/Special Education/ELL Associates	\$0.45/Hour Increase
Food Service Staff	\$0.50/Hour Increase
Head Cook/Food Services Director	\$0.60/Hour Increase
Assistant Head Cook/Food Services Director	\$0.60/Hour Increase
Custodians (full & part-time)	\$0.50/Hour Increase
Regular Route Bus Drivers	\$0.70/Hour Increase
Pre-School/Special Ed./Activity Route	\$0.60/Hour Increase
Co-Curricular Activity Trips	\$0.45/Hour Increase

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

H. Approve 2015-16 Administrative Salary Adjustments

Glen Goedken, Kecia Hickman and Superintendent Spears also met to discuss salary adjustments for administrative staff. It is the recommendation of the Superintendent that the Board approve the following salary adjustments for the 2015-16 school year:

Transportation Director	\$1,000 Annual Increase
Activities Director	\$2,000 Annual Increase
Elementary School Principal	\$3,600 Annual Increase
Middle School Principal	\$3,600 Annual Increase
Business Manager	\$2,500 Annual Increase
Superintendent	\$5,200 Annual Increase

Randy Merley stated he did not have enough time to consider this recommendation and would like to discuss the recommendation further. Randy Merley made a motion to table this item.

Motion made by: Randy Merley

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

I. Set 2015-16 Substitute Teacher Pay

Superintendent Spears recommended the Board maintain a substitute teacher pay rate of \$115 per day for the for the 2015-16 school year.

Motion made by: Randy Merley

Motion seconded by: Mark Brown

Voting

Unanimously Approved

J. Designate IASB Legislative Action Network Member and Delegate Assembly

Kecia Hickman offered to continue to serve as the Delegate Assembly Representative, unless another board member wanted to serve.

Motion made by: Randy Merley

Motion seconded by: Mark Brown

Voting

Unanimously Approved

K. Approve Contracts for Students Receiving Educational Services in Another School District

Superintendent Spears recommended the Board approve the following education service contract for a school district resident student receiving educational services in another school district or care facility:

Student "S.A." – College Community School District, Cedar Rapids, IA

Motion made by: Randy Merley

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

L. Authorize Free and Reduced-Priced School Meals Participation

Superintendent Spears recommended the Board approve participation in the Free and Reduced Meal Program for the 2015-16 school year.

Motion made by: Mark Brown

Motion seconded by: Randy Merley

Voting

Unanimously Approved

M. Review/Accept Milk Bids for 2015-16 School Year

The district requested bids for milk products for the 2015-16 school year. Two bids were received as follows:

<u>Product Item</u>	<u>Dean Foods</u>	<u>Hiland Dairy Foods</u>
½ Pints 1% White Milk	.1841	.2300
½ Pints Skim White Milk	.2074	.2240
½ Pints Orange Juice	.2815	.3100
½ Pints Skim Chocolate Milk	.1905	.2350

Superintendent Spears recommended the Board designate Dean Foods as the provider of milk products for the 2015-16 school year.

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

N. Review/Accept Bread Bids for 2015-16 School Year

Superintendent Spears recommended the Board designate Pan-O-Gold Baking Company as the provider of bread products for the 2015-16 school year, based on the following bids:

<u>Bread Item</u>	<u>Pan-O-Gold Baking Co.</u>	<u>Casey's Bakery</u>	<u>Bimbo Bakeries USA.</u>
Bread-100% Whole Wheat	1.40	1.49	1.71 (24 oz.)
Buns-at least 51% Whole Wheat	1.30 (dozen)	1.89 (dozen)	1.81 (12 ct.) 2.21 (16 ct.)
Buns-at least 51% Whole Wheat "Slider" Size	1.20 (dozen)	1.69 (dozen)	
Hot Dog Buns-at least 51% Whole Wheat	1.30 (dozen)	1.89 (dozen)	2.21 (16 ct.) Coney Buns

Motion made by: Susan Rensink

Motion seconded by: Randy Merley

Voting

Unanimously Approved

O. Set Athletic Ticket Cost for 2015-16

Superintendent Spears made the following recommendations regarding 2015-16 Activity Tickets and admissions prices:

- 1) keep the cost of the Student Athletic Activity Ticket at \$30.00
- 2) keep the cost of Adult Athletic Activity Coupon Book at \$40 (10 tickets)
- 3) set the student/adult admission fee at \$5.00 for the 2015-16 school year.

Motion made by: Randy Merley

Motion seconded by: Mark Brown

Voting

Unanimously Approved

P. Consider Textbook Adoptions

Superintendent Spears recommended the board consider a web based curriculum to replace the current keyboarding textbooks at the high school. The cost for five years would be approximately \$3,204.

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

Q. Consider Copy Machine Purchases

Superintendent Spears explained the district had the opportunity to test three different copier models and received bids from five vendors. The plan would be to trade in the four oldest copy machines and purchase six copy machines with two

new copy machines to be placed in each of the three buildings. The long term plan would be to minimize and eventually eliminate the use of printers in the classrooms. The SAVE/Sales Tax fund would be used to purchase the copy machines.

The Superintendent recommended the Board approve the purchase of six Sharp MXM565N copy machines from Access Systems, based on the use of the "demo" machine and the following bids:

Company	Copier Brand	Cost per machine	Total Cost (Qty 6)
Office Systems	Canon 6255	\$7,793	\$46,758
Office Systems	Lanier (Ricoh) 6002	\$7,477	\$44,862
Office Elements	Ricoh 6054	\$6,707	\$40,242
Advanced Systems, Inc.	Canon 6255	\$6,300	\$37,800
Access Systems	Sharp MXM565N	\$6,175	\$37,050
A & B Solutions	Xerox 5865	\$5,999.75	\$35,999

Motion made by: Randy Merley

Motion seconded by: Mark Brown

Voting

Unanimously Approved

R. Consider Carpet Purchase for High School Office Complex and Media Center

Superintendent Spears recommended the Board approve carpet replacement in the district/high school office at a cost of \$7,749.80 and the High School Media Center at a cost of \$14,545.13 from Northwest Director & Furniture. SAVE funds will be used to cover the total expense of \$22,294.93.

Motion made by: Susan Rensink

Motion seconded by: Randy Merley

Voting

Unanimously Approved

S. Consider Technology Purchase

Board members reviewed bids from R & D Industries and SuperHiTech for replacing the NAS Server, the Modus Server and the WatchGuard Firewall.

The bids included all necessary equipment and labor/installation.

R&D Industries -- \$57,851

SuperHiTech -- \$68,189

Board members agreed to purchase the equipment and installation from R & D Industries for \$57,851 from SAVE funds. Board members also encouraged the district to form a technology committee to study future needs.

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

T. Authorize Disposition of School Property

Superintendent Spears recommended the Board authorize the school district to conduct a garage sale this summer to dispose of obsolete school district equipment.

Motion made by: Mark Brown

Motion seconded by: Randy Merley

Voting

Unanimously Approved

U. Approve 2015-16 Carl Perkins Application

Superintendent Spears recommended the Board approve the 2015-16 Carl Perkins Application for \$16,192.

Motion made by: Susan Rensink

Motion seconded by: Randy Merley

Voting

Unanimously Approved

V. Consider Practicums and Student Teaching Agreement Between Northwestern College and the Sheldon Community School District

Superintendent Spears recommended the Board approve the Student Teaching Agreement with Northwestern College for the 2015-16 school year.

Motion made by: Susan Rensink

Motion seconded by: Randy Merley

Voting

Unanimously Approved

W. Consider SAI Mentoring and Induction Program Agreement

It is the recommendation of the Superintendent that the Board approve the 2015-16 Mentoring & Induction Agreement between the School Administrators of Iowa and the Sheldon School District as presented.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

X. Consider Cooperative Athletic Agreement with St. Patrick's School

Superintendent Spears recommended the Board approve the 2015-16 sharing agreement with St. Pat's for 7th and 8th grade athletics.

Motion made by: Randy Merley

Motion seconded by: Mark Brown

Voting

Unanimously Approved

Y. Approve Agreement with Grant Wood AEA Computer Services

Superintendent Spears recommended the Board approve the 2015-16 agreement with Grant Wood AEA Computer Services.

Motion made by: Randy Merley

Motion seconded by: Mark Brown

Voting

Unanimously Approved

Z. Consider Agreement with Public Financial Management, Inc. for Filing Assistance Services

Superintendent Spears recommended the Board approve the Agreement for Filing Assistance Services with Public Financial Management Inc. (PFM) for \$2,000 for 2015-16.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

AA. Approve Commercial Maintenance Service Agreement with C. W. Suter Services

Superintendent Spears recommended the Board approve the 2015-16 maintenance agreement with C.W. Suter Services for \$19,850.

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

BB. Consider Date Change for the Regular July Board Meeting

Superintendent Spears requested board members consider another date for the regular July board meeting, due to a conflict in scheduling. Board members agreed to conduct the regular July board meeting on Wednesday, July 15, 6:00 PM.

Motion made by: Randy Merley

Motion seconded by: Mark Brown

Voting

Unanimously Approved

IX. ANNOUNCEMENTS

A. IASB Fiscal Management Conference, Tuesday, July 14, 2015, 9:00 a.m.-

3:30 p.m., Altoona

B. IASB Employee Relations Conference, October 20, 2015, 8:00 a.m. - 4:00

p.m., Altoona

C. IASB Annual Convention, November 18 - 20, 2015, Des Moines

X. ADJOURN

There being no further business, Board President Kecia Hickman called for a motion to adjourn.

Meeting adjourned at 7:46 PM.

Motion made by: Mark Brown

Motion seconded by: Randy Merley

Voting

Unanimously Approved

Chairperson

Secretary